

**St. Petersburg College
College of Nursing
Discipline Meeting Minutes
Date: October 20, 2015
Time: 1:15pm**

Topic	Discussion	Action/ Outcome/Person Responsible/Timeframe
Call to order	Call to order by Dr. Baker	Informational
I. International Program	<p>Bogota Columbia –</p> <ul style="list-style-type: none"> • First attempt at international studies. Dean from Bogota will be visiting SPC tomorrow and Thursday. A reception will be held at 4pm on Wednesday • Nulty and Baker visited Bogota – Uniforms were worn by everyone. All employees (civil and government) wore uniforms. Faculty do not have offices. Staff Assistants and Faculty sit at tables easily accessible to students. \$24,000 per month for baccalaureate prepared nurses. • Healthcare – Cass system is utilized with levels 1 – 6; levels four through six donate portions of income to pay for healthcare for the three lower levels. A team of healthcare professionals then visit smaller communities to obtain specific needs of each community before building clinics. Hospitals staffing equates to 1 Nurse to 25 patients along with one tech in med-surge units. ICU is a 7 patient to 1 nurse ratio with 8 technician “helpers”. Clinics are casual and open. • Collaboration with SPC – a group of our BSN students (2) will go to Bogota to meet the Community Practicum requirements. Students will receive a 10 day experience and work in clinics, as well as a cultural tour. Two students from Bogota will also come here for several days. These students will get a course in ESL, simulation, and clinical work to learn about how our hospital system works. Other suggestions are appreciated. Students will come here November 2016 during a school break; credit as an elective at this point for these students. SPC has committed to providing housing and food costs for the students traveling to SPC from Columbia. There is international housing in Bogota for our SPC students and faculty that travel there. • Reception for Dean – Dacana Rita will be visiting later this week. She will tour HEC, meet Dr. Cooper, International and UPC, and attend a reception at HEC. The group will also meet with PT, Respiratory and O&P. The university in Bogota is working to build a 400 room hospital for their students, so there will be clinical site visits included in the Dean’s trip. Lisa Johnson at Morton Plant will meet with Decana Rita to provide some of 	Informational

	<p>that information. The group will also tour the Baypines VA facility. All faculty are invited to attend the Reception on Wednesday.</p> <p>Enrollment – SPC is down 3% college-wide for enrollment. College administration has already cut 1.2 million dollars from the operating budget as requested. Due to continued low enrollment, an additional 2 million dollars must be cut now. Nursing enrollment was down this fall semester in enrollment as well; by approximately .2%.</p> <ul style="list-style-type: none"> • Brainstorming session to help address enrollment issues: <ul style="list-style-type: none"> – CON Open House (with radio station and advertisements) – attract high school students – Visit high school students; speak with ECP – Revisit medical explorer – Nursing specific ads – movie theaters – Part-time AND – Faculty visit hospitals for recruitment (in-service) and nursing homes – Health fair in the community (exposure) – Recruit graduating ADN students for BSN (incentives, create focal point in the ADN Roles class, cost benefits, FA, etc) – Look at more diverse student groups (GPA, ethnicity, males, etc) – International students – Collaborate with Advisors – Alumni testimonials (posted on walls at HEC) – Compete with private institutions; list differences – Free/discounted course for alumni – Pre-screening ADN students for BSN – Business funding for students – Social media – Flexible advertisements (like USF does) - Branding – Question: could pre-reqs be included in AS in Nursing program? (AA to BSN) – Offering courses at other campuses; schedule simulation at HEC as a scheduled class – Showcase our positives – Participation in community events <p>*** Dr. Baker to ask if photos can be uploaded to SmugMug</p> <p>Current plan to address enrollment concerns: December 2015 ADN graduates will be offered the first two BSN courses in the second mod-mester of the following semester.</p>	<p>Due to the concerns over college-wide low enrollment, all faculty and staff are asked to take a hands-on approach to helping address these concerns.</p>
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	<p>Career Center at HEC – The Provost has been discussing the possibility of moving the bookstore to the annex where the thrift shop was located, and using the space where the bookstore is currently located as a Career Center for HEC. The goal is to implement this change over the summer of 2016.</p> <p>Spring and Summer 2016 schedule – Deans were asked to cut 5% of schedules for the next two semesters. The BSN schedule was cut at 5% for Spring16; ADN was left untouched because all course sections are needed. Summer 2016 is fine due to the BSN curriculum changes last year allowing for automatic reductions in course section offerings.</p>	<p>Informational</p> <p>Informational</p>
<p>III. ADN Meeting</p>	<p>I. Uniforms –</p> <ul style="list-style-type: none"> • The CON is going to stop the use of the white polo shirts for students, and getting navy blue with white embroidery; starting next fall (2016). This change will be phased in; cannot force current students to change uniform. LPN transitional will need to start later because when they blend into other students it will be different. Possible – start LPN in Summer 2016; will have to speak with bookstore about the process. All resources will need to be on the same page. • Due to issues with this transition: Fall 2016 ALL students will transition into the navy blue uniforms (scrubs; no polos) <p>II. White Coat Ceremony – end of Level I</p> <ul style="list-style-type: none"> • Ceremony will include a speaker, white coats, ect. • Would like to use Tobacco money; every student will get a white lab coat (3/4 length with long sleeves, with SPC logo on left); end of LPN transition class into Level III to be included. Cost is approximately \$3000 for the coats. Add service for an extra fee for embroidery. Vote: one opposed; majority approved (39 approve, 1 opposed) <p>III. LPN Admissions-</p> <ul style="list-style-type: none"> • One year working experience is now required; effective Fall 2016. Enrollment will be affected slightly is anticipated. <p>IV. Paramedic Program – paramedics that work in a firehouse</p> <ul style="list-style-type: none"> • Currently – 2/3 clinical time must be completed; students can miss 1/3 of clinical, lab and theory combined. The original rule allowed students to miss only 1/3 of clinical; nothing with theory beyond the regular rule for other students • Have absences for this group equal our other students 	<p>Informational – student uniform changes to be implemented in 2016 academic year</p> <p>Faculty voted to approve a white coat ceremony for students at the end of level I and end of LPN transition course; 39 approved – 1 opposed.</p> <p>Informational</p> <p>Faculty discussed issues relating to the flexible schedule option afforded to Paramedic students.</p>

	<ul style="list-style-type: none"> • Policy exists for these students to lose the schedule flexibility if unsatisfactory academic performance; not necessarily being enforced currently • Desired – Brainstorming <ol style="list-style-type: none"> 1. 1/3 of clinical only 2. 1/3 each: clinical, theory, lab 3. 20% clinical AND 0% management missed 4. 1/3 of clinical and 1/3 clinical lab <p><i>Vote: Option 1 – 10</i> <i>Option 2 – 3</i> <i>Option 3 – 25</i> <i>Option 4 - 0</i></p> <ul style="list-style-type: none"> – Stipulation is that the lose flexibility of schedule if unsuccessful in coursework or formative assessment – <i>Students who fall below a “c” in theory and/or obtain an unsatisfactory formative clinical eval lose flexible schedule privilege – vote: take out theory grade</i> <ul style="list-style-type: none"> – Academic failure based Slot-in paramedic (in firehouse) students lose flex schedule privilege upon semester of re-entry. – Upon failure of course flexible privilege will be revoked until paramedic student is again successful – Vote: approved – Management is required by board of Nursing – Pharm, Psych, and Peds exceptions - students cannot miss ANY – All changes must go to BOT before implementation <p>V. Two program failures – students that slot back into the program and are unsuccessful again are dismissed from program and not permitted to return at any point in the future. Administration would like faculty to think about the process in the event that this rule is changed. Administration will be looking into what other schools are doing currently.</p> <p>VI. Student Behavior – When behavioral issues come up, faculty have the right to ask the student to leave the classroom. If this happens, it is counted as an unexcused absence and must be documented. Students must meet with administrator and instructor before student returns to class. Day classes: students must go to program office that day before leaving campus, Evening: student must go to the program office in morning before clinical the next day – this needs to be added/clarified</p> 	<p>Faculty voting results:</p> <ul style="list-style-type: none"> - Option 3 was approved with 25 votes; paramedic students will be permitted to miss up to 20% of clinical time, and no management. - Statement approved – “Students that obtain an unsatisfactory formative clinical evaluation lose flexible schedule privilege” - Statement (2) approved – “Upon failure of course, schedule flexibility privileges will be revoked until paramedic student is again successful” <p>Informational</p> <p>Informational</p>
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	<p>in the student handbook.</p> <ul style="list-style-type: none">• Dr. Baker is taking the lead role in all Deans evaluation of the BOT rules. This will begin immediately.• Faculty must enforce the rules <p>Adjourned: 3:30pm</p>	
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**Respectfully submitted,
Melissa Sharp, Recorder**